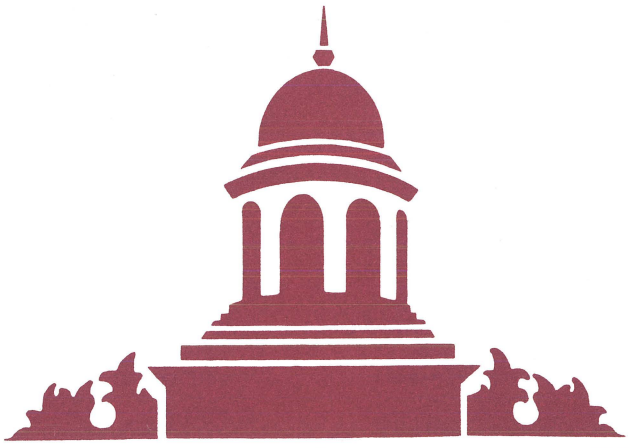
GRADUATE STUDIES IN EDUCATION



CENTENARY COLLEGE OF LOUISIANA
SHREVEPORT, LOUISIANA

CENTENARY COLLEGE OF LOUISIANA

DEPARTMENT OF EDUCATION

GRADUATE STUDIES

1989-1990

SHREVEPORT, LOUISIANA

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EDUCATION GRADUATE BULLETIN

THE PROVISIONS of this bulletin do not constitute an offer for a contract which may be accepted by students through registration and enrollment in the College. The College reserves the right to change any provision or requirement including fees at any time with or without notice. The College also reserves the right to require a student to withdraw from the College for cause at any time.

FAILURE to read this bulletin does not excuse students from the requirements and regulations. Centenary College does not discriminate on the basis of handicap in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities as specified by federal laws and regulations. The designated coordinator for College compliance with Section 504 of the Rehabilitation Act of 1973 is Mr. Harold Bond.

CENTENARY COLLEGE offers admission without regard to color, race, sex or religion; and follows the guidelines for records established by the Family Educational Rights and Privacy Act (1974).

CENTENARY COLLEGE is an equal opportunity institution.

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TABLE OF CONTENTS

GRADUATE PROGRAMS

Purpose....3
Administration....3
Graduate Council....3
Degrees....4

ADMISSIONS

Regular....4
Special....5
Conditional....6
Re-Admission....6
Non-Degree....6
Transfer....8

FINANCIAL INFORMATION

Application Fee....9
Tuition....9
Auditing Fee....9
Other Fees....10
Refund Policy....11

ACADEMIC REGULATIONS

Grading System....11
Auditing Courses....12
Probationary Status and Dismissal....12
Withdrawal....12

MASTER OF EDUCATION

Admission....13
Graduation Requirements....14
Elementary School Administration....15
Secondary School Administration....16
Supervision of Instruction....17
Elementary Education....18
Secondary Education....19
Reading Specialist Certification....20
Course Descriptions....20

COLLEGE DIRECTORY....30

ACADEMIC CALENDAR....33

CAMPUS MAP....36

THE CENTENARY M.ED. GRADUATE PROGRAMS

PURPOSE

Centenary's M.Ed. programs aim to help capable teachers achieve greater success in their teaching careers. The Centenary programs offer a dual emphasis. We stress the practical skills and useful concepts which are germane to good teaching and school administration. We also teach the theoretical side of education upon which is based each of the pragmatic ideas.

The programs are designed to be accessible, intensive, and useful.

THE COLLEGE

Centenary College of Louisiana is a private, coeducational, Methodist institution and is recognized as one of the South's finest liberal arts colleges. Founded in 1825, Centenary is the oldest private college west of the Mississippi River. The College firmly believes that a liberal arts education preserves the best in our cultural heritage and prepares students for the challenges of the future. Centenary College is accredited by the Southern Association of Colleges and Schools.

ADMINISTRATION

The Dean of the College is the administrative officer responsible for the graduate programs. The Dean and the Graduate Council are charged with the general administration of the programs.

The Graduate Council is composed of the following: the Dean of the College, the Dean of the School of Business, the Chairperson of the Education Department, the Chairperson of the Geology Department, the Registrar, the Vice Chairperson of the Education Policy Committee, and the Chairperson of the Personnel and Economic Committee. All three academic divisions are usually represented among the chairmen of faculty committees and the members-at-large. It is from these members that the Council selects its chairperson for the year.

The Graduate Council is responsible for the admission criteria to graduate programs and the supervision of satisfactory progress toward degrees, and for policies pertaining to personnel, curricula, degree requirements, and finances. Proposals relating to any of these areas may originate with

the Dean, members of the Council, or any faculty or administrative officer of the College and should be sent to the Dean and the Chairperson of the Graduate Council. Proposals for new graduate programs come to the Graduate Council with majority approval from the department seeking the program. The Graduate Council submits its recommendations to the faculty members and in recommendations for promotion and tenure. The Graduate Council receives from each faculty member teaching graduate courses a report yearly in which the Council is apprised of the professor's professional activities relating to graduate program responsibilities, including research and Supervision of Instruction.

DEGREES CONFERRED

Centenary awards the following Master of Education degrees:

Elementary Education
Elementary School Administration
Secondary Education
Secondary School Administration
Supervision of Instruction.

ADMISSION REQUIREMENTS

Admission to a degree program in graduate education is under the direction of the Chairperson of the Education Department. All correspondence concerning admission to the Master of Education program(degree status) should be sent to:

Chairperson, Education Department
Centenary College of Louisiana
P.O. Box 41188, Shreveport, Louisiana 71134-1188
telephone (318) 869-5223.

All correspondence concerning admission to non-degree graduate education courses should also be sent to the Chairperson of the Education Department.

REGULAR ADMISSION

Degree Status. A student will not receive graduate credit for any course taken unless he or she has complied with the following admission procedures, and has been accepted for admission to the Graduate Education Program. Criteria for unconditional admission include the following:

1. Completed application form with a $20 non-refundable application fee. This is a one-time-only charge. Application forms are available in the Education office and must be received at least three (3) weeks in advance of the session in which the student expects to enroll.

2. Complete official transcripts of work completed at each college or university attended showing evidence of the completion of a Bachelor's Degree from a Regionally Accredited Institution of Higher Education.

3. Results of the Graduate Record Examination Aptitude Test or National Teacher Examination Test (Core Battery and Area), minimum NTE scores (645--Communication Skills; 644 General Knowledge; and 645 Professional Knowledge) will equal those for meeting regular certification requirements. Those students otherwise qualifying for unconditional admission may be granted provisional/ conditional admission, and allowed to submit the test score during the first semester of study. Undergraduate GPA, letters of recommendation and other considerations (ie scoring above the 25th percentile in the verbal ability and quantitative ability (advanced test) in educational administration will be given as criteria for further consideration).

4. Master of Education students must present a 2.5 (4.0 system) composite grade point average on all undergraduate work to be considered for regular admission.

5. Admission to a graduate program does not imply admission to candidacy for a graduate degree, and the final decision rests with the Chairperson of the Education Department.

6. A student must have been in good academic standing in all institutions previously attended.

7. Have a valid teaching certificate.

8. Three letters of recommendation (two professional, of which one must be from a current or recent administrator with whom you have worked).

9. Personal interview with the Chairperson, Department of Education and/or their designee.

SPECIAL ADMISSION

Outstanding graduating seniors in the final semester of the undergraduate program at Centenary may, with permission of the Dean and the Chairperson of the Department, be admitted to the Graduate Education program and permitted to enroll in a maximum of six (6) hours of graduate course work. Should the student fail to graduate at the close of the semester, credit for the graduate level work will be denied.

CONDITIONAL STATUS

An applicant who does not meet all requirements for unconditional admittance as a graduate student (excluding verification of possessing a Bachelor's Degree) may be granted conditional status by the Chairperson of the Department; however, all conditions must be removed after the completion of six (6) semester hours of graduate study.

REMOVAL OF CONDITIONAL STATUS

The removal of conditional status and continuance in the graduate program are determined by:

1. Completion of regular admission procedures.

2. Completion of six (6) semester hours of graduate study.

3. If regular status has not been attained after completing six (6) semester hours, a student may not continue to pursue courses until all requirements are met.

4. A student on conditional status who fails to qualify for regular status upon completing six (6) semester hours of work may not later be admitted to candidacy for a degree.

RE-ADMISSION

Graduate students whose study is not continuous in the Centenary College Graduate Program must apply for re-admission to the Graduate Program. The application for re-admission is made to the Chairperson of the Education Department, and Non-degree students must follow the same procedure.

NON-DEGREE STUDENT'S ADMISSION

Any person who has earned a bachelor's or master's degree from a regionally accredited college or university and wishes to take a course or courses, but is not interested in pursuing another degree must, nevertheless, meet the same academic requirements for admission to the Graduate Program as students admitted to work towards a Graduate Degree.

1. Non-degree Status: Admission in this category is restricted primarily to those persons who may benefit professionally from additional study at the graduate level--for example, public school teachers who wish to

participate in the (TEP) Tuition Exemption Program. A non-degree status student is ineligible to become a candidate for a graduate degree. Should the student subsequently wish to be admitted to a degree program, a formal application must be made. A maximum of six (6) semester hours of graduate credit may be applied toward the degree, and in all cases the non-degree student must receive permission from the Chairperson of the Education Department before enrolling in any graduate courses.

2. Transient: Students admitted to a graduate program at another institution and wishing to take a course(s) for transfer credit may be allowed to take such a course(s) with the approval of the Director of Graduate Studies in the college in which he or she would normally enroll. A maximum of twelve (12) hours of transient credit will be allowed. Transcripts shall note that such credit is for transfer only.

3. Alternative Post Baccalaureate Certification: Students who have degrees from a regionally accredited institution and are seeking teacher certification must successfully complete the Communications (645) and General Knowledge (645) sections of the NTE Core battery, and be admitted to certification by the Teacher Advisory Council. In addition, all upper division work in Education must be taken at Centenary College, Professional Knowledge section of the NTE must be successfully passed (645) prior to enrolling in student teaching.

4. Master's Plus 30: Students who have earned a master's degree from a regionally accredited institution are admissible to the Graduate School on this basis. However, this action does not admit the student to any specific program of study within the Graduate School automatically.

NOTE: Courses completed while one is classified as a non-degree or post-master's student may be considered for application toward a degree at a later time provided that all other requirements have been fulfilled. This credit must have been earned no more than six years prior to completion of the degree requirements, and a maximum of six (6) semester hours of graduate credit may be applied toward the degree.

ADMISSION OF TRANSFER STUDENTS

An applicant who has attended another graduate school and has earned at least a 3.0 average on all graduate work is eligible to apply for admission to the Graduate Program at Cent-

enary. The transfer student must also meet all admission requirements listed under the regular admission section; furthermore, eligibility for re-admission to the college from which the student has transferred is essential.

An applicant who has attended another graduate school and whose average on all graduate work is below 3.0 but not lower than 2.5, may be eligible for conditional admission to the Centenary Graduate Program by action of the Graduate Council.

TRANSFER OF CREDIT

In individual cases, a student, with the approval of the Chairperson of the Education Department, may transfer a maximum of six (6) semester hours of graduate credit earned in an accredited college or university with the following provisions: The grade in each course accepted must be "B" or better. Each course must be acceptable to the pattern of student's degree program at Centenary College.
The work considered for transfer must have been completed before the student registers in the graduate program.
The credit must have been earned within five years or less prior to the student's acceptance into a graduate program.
No graduate credit will be allowed for work done by correspondence study.

Admission to Candidacy: Eligibility for candidacy must be established following the completion of twelve (12) semester hours of graduate study.

You should note carefully the distinction between "admission to the Graduate School" and "admission to candidacy." The latter represents a re-evaluation of your work and is determined only after course work has furnished a basis for judgement. Admission to a graduate program does not necessarily imply future admission to candidacy.

Your admission to candidacy will be determined by the Graduate School after twelve (12) hours of course work have been completed, and after all conditions to admission have been removed, including departmental or other required examinations and/or conditions, if any. You must make a formal request for candidacy. Registration for additional courses will not be accepted until the request for candidacy has been processed.

Intention to Graduate: At the beginning of the semester in which you plan to graduate, you must fill out and return to the Graduate School an Intention to Graduate form, which may be obtained from the Graduate Office. This form must be refiled in case of postponement.

SPECIAL DEADLINES FOR MASTER'S DEGREE STUDENTS

Last day for filing Intention to Graduate form and permission to take Comprehensive Examination for spring graduation, one month after beginning of spring semester; summer graduation, beginning of third week of first summer term; mid-year completion of work, one month after beginning of fall semester. (For exact dates, see Academic Calendar.)

FINANCIAL INFORMATION

APPLICATION FEE

A one-time non-refundable application fee of $20 will be assessed each person making first-time application for graduate admission to Centenary College of Louisiana. You are responsible for consulting and following the Academic Calendar, which includes dates of the registration periods.

TUITION

1. Tuition is $225.00 per 3-hour credit course.

2. A teacher may enroll at the graduate rate for undergraduate courses provided the applicant has had a valid teaching certificate and needs no more than six semester hours to renew the certificate. (A temporary certificate does not meet this requirement.)

3. Teachers with a valid teaching certificate, and who wish to pursue another certification at the undergraduate level will be required to pay the undergraduate rate for all enrolled undergraduate classes with the exception of Student Teaching. This also applies to students participating in the Alternative Post Baccalaureate Certification Program.

4. Graduating seniors who are approved for taking a maximum of six hours of graduate course work in addition to their undergraduate program will pay the regular undergraduate costs for full or part-time undergraduate course work.

AUDITING FEE

Any student may be admitted to regular classes for audit by meeting admissions requirements, receiving the approval of the Chairperson, and by paying an audit fee.

VEHICLE REGISTRATION FEE

Each student using or parking a motorized vehicle on the College campus or parking lots between 8:00 a.m. and 4:30 p.m. must register the vehicle in the Business Office at the time of registration for classes and pay a $10 vehicle registration fee. This fee covers the period from September 1 through May 31. Registration fee for the summer term is $5.00.

LATE REGISTRATION FEE

Any student registering after the close of the regular registration period will be charged an additional late registration fee of $25.00.

CHANGE OF REGISTRATION FEE

After registration is completed, a fee of $10.00 is charged for any change of registration (i.e., for each course dropped, added, or modified) not initiated by the College.

GRADUATION FEE

Candidates for all advanced degrees will pay a graduation fee of $25.00 which includes the cost of the diploma. The student will also pay the rental of the academic gown, cap, and hood.

TEXTBOOKS

All textbooks used in the College are on sale in the Centenary Bookstore located in the Student Union Building.

TRANSCRIPTS OF CREDIT

Any person who has earned credit may obtain a certified copy of his record, provided he is in good standing with all departments of the College. The first transcript is furnished without charge, and a fee of $2.00 is charged for each additional transcript.

PARKING FINES

Students who receive parking tickets must present the ticket and pay the fine at the Business Office in Hamilton Hall.

FINANCIAL ASSISTANCE

Information concerning availability of loan funds may be obtained from the Director of Admissions and the Director of Financial Aid.

WITHDRAWAL AND REFUND POLICY

Official withdrawal is the date the student receives the approval of the Dean of the College for his withdrawal; and all funds are based on that date, regardless of the date of last attendance. Withdrawal forms are available at the office of the Dean of the College. The completed form bearing the proper signatures will be filed at the Registrar's office.
During the fall and spring semester the following policy applies:

1. A service charge of $25.00 is made for withdrawal even if the student does not attend a class.

2. During the first three weeks after classes begin, three-fourths of the tuition is refunded.

3. After the third week and during the sixth week after classes begin, one-half of the tuition is refunded.

4. After the sixth week of classes, no refunds are given.

5. No refunds are given for the four-week summer courses after the first week of classes.

Students who are separated from the College as the result of disciplinary action forfeit all refund rights.

ACADEMIC REGULATIONS

Graduate students are expected to assume responsibility for becoming fully acquainted with regulations and requirements of the Graduate School.

GRADING SYSTEM/REQUIREMENTS

Grades are given at the end of each semester. The grading system includes the letter grades of A, B, C, D, F and I. A student will not be granted graduate credit for any course in which a grade of less than C is received.

To receive a Graduate Degree at Centenary College, a student must have an average of at least a 3.0 on all work pursued for Graduate credit. A student will be dropped from the roll if either his or her cumulative average and/or his or her average for the semester is below 3.0. No grade lower than a "C," and no more than two "C's" will count toward a degree. On the receipt of a second "C,"the student will be dropped from the Graduate program.

REPEATING COURSES

A graduate student may repeat a course in which a grade of "C" was earned. The original "C" will remain on the transcript and count toward the total of two for dismissal. The repeated grade will be averaged with the original "C" in grade computation.

AUDITING COURSES

Students auditing courses will not receive credit nor will they be permitted to take a credit examination on work audited.

INDEPENDENT STUDY

All requests, to enroll in a Graduate level course as an Independent Study, must be requested in writing, and approved by the Chairperson of the Department of Education prior to registration.

PROBATIONARY STATUS AND DISMISSAL

A student who makes below a 3.0 grade point average will be placed on probation, and if he fails to raise that grade point average to at least a 3.0 average in the following semester, he will be dropped from the program.

Students who make more than two grades of "C" will be dropped from the graduate program.

WITHDRAWAL

Failure to attend classes does not constitute withdrawal. Official withdrawal is the date the student receives the approval of the Dean of the College for his withdrawal.

MAXIMUM COURSE LOAD

A graduate student may enroll for a maximum of twelve semester hours in a regular semester and twelve semester hours in a summer term, six hours per session. A person is limited to pursuing a maximum of six semester hours during the regular school year, if employed full-time.

MASTER OF EDUCATION/ADMISSION TO CANDIDACY

Admission to a graduate program does not automatically admit a student to candidacy for a degree in education. To be eligible for admission to candidacy for the master's degree, a student must:

1. Have achieved a regular unconditional graduate student status.

2. Have had a degree plan approved, by the Chairperson of the Education Department, prior to the completion of the first semester's work.

3. Have completed a minimum of twelve semester hours of graduate work at Centenary.

4. Have earned a "B" average on all graduate work pursued.

5. Have presented evidence of teacher certification.

6. Present evidence of successful NTE scores that equal or exceed regular certification requirements.

7. Petition the Department of Education for acceptance to candidacy.

8. Be approved by the Chairperson of the Education Department for candidacy following the examination of applicant credentials for evidence of continued scholarly producing.

Upon the recommendation of the student's advisor and with the approval of the Chairperson of the Education Department, formal admission to candidacy will be granted by vote of the Graduate Education Faculty.

COMPREHENSIVE FINAL EXAMINATION

Each candidate for the master's degree in education will be required to pass a comprehensive final examination. A written examination will be conducted during the final semester in which the degree is planned to be completed. Each candidate, must at the start of their final semester of course work:

a) Declare the Intent to Graduate
b) Petition for permission to take the Comprehensive Examination

The Graduate Education Faculty will evaluate comprehensive final examinations.

On an original examination, a decision to pass must be unanimous; otherwise, the student is conditioned or failed. A decision to fail must be by majority. If the committee reports that the student has failed, there will be no re-examination. A re-examination will be required to remove any conditions that the examining committee imposes upon the student; only one such re-examination will be permitted. The re-examination will be permitted no sooner than the following semester or summer session. The Chairperson of the Education Department will set the examination time.

PROGRAM DESCRIPTIONS

All students enrolling in any of the below listed Master of Education Degree Programs must declare, file and have approved an official degree plan with Chairperson of the Department of Education prior to the completion of six (6) semester hours of Graduate study. Failure to do so may result in suspension from the Graduate program, or non-acceptance of course work towards the completion of degree program.

In keeping with the regulations as stated in the LOUISIANA STANDARDS FOR STATE CERTIFICATION OF SCHOOL PERSONNEL, please be advised that you must meet not only stated criteria mandated by the state of Louisiana, but also the appropriate academic coursework required by Centenary College in order to be able to receive your degree and Certification in Educational Administration and/or Supervision.

Time Limit. It is expected that you will complete you work, including thesis if required, within five years from the date of the earliest credit to be counted on the degree, including transfer credit, if any.

Extension of time must be applied for in writing, and should explain why the degree was not completed within the time limit and present a schedule for completing the program. Additional courses may be assigned to students who do not complete the degree within the time limit.

NOTE: All students anticipating enrolling in an internship/practicum must, prior to registration, receive written approval from the Chairperson of the Education Department.

ELEMENTARY SCHOOL ADMINISTRATION

Completion of a minimum of 33 semester hours of graduate credit to include:

A. Nine semester hours of educational administration and instructional supervision as follows:

   505 - School Administration (includes elementary and secondary principalship)

   538 - Elementary School Supervision

   560 - Foundations and Theory of Educational Administration

B. Twenty-one semester hours of professional education as follows:

Eighteen semester hours in professional education to include:

501 - Educational Research

506 - School Law

532 - Elementary School Curriculum

563 - Philosophy of Education

565 - School Personnel Administration

566 - School Finance

Three semester hours of electives in educational administration from:

507 - School Plant and Facilities

564 - School-Community Relations

568 - Program Development and Evaluation

C. Three semester hours from:

533 - Internship in Elementary School Educational Administration (one semester) or

534 - Clinical Supervision (Practicum) shall be one semester during the first year of service as principal or assistant principal, or

535 - Clinical Supervision (Practicum) in elementary school administration (one semester)

SECONDARY SCHOOL ADMINISTRATION

Completion of a minimum of 33 semester hours of graduate credit to include:

A. Nine semester hours of educational administration and instructional supervision as follows:

505 - School Administration (included elementary and secondary principalship)

548 - Secondary School Supervision

560 - Foundations and Theory of Educational Administration

B. Twenty-one semester hours of professional education as follows:

501 - Educational Research

506 - School Law

542 - Secondary School Curriculum

563 - Philosophy of Education

565 - School Personnel Administration

566 - School Finance

Three semester hours of electives in educational administration from:

507 - School Plant and Facilities

564 - School-Community Relations

568 - Program Development and Evaluation

C. Three semester hours from:

543 - Internship in Secondary School Educational Administration (one semester) or

544 - Clinical Supervision (Practicum) shall be one semester during the first year of service as principal or assistant principal, or

545 - Clinical Supervision (Practicum) in secondary school administration (one semester)

SUPERVISION OF INSTRUCTION

Completion of a minimum of 33 semester hours of graduate credit to include:

A. Fifteen semester hours in educational administration and supervision as follows:

532 - Elementary School Curriculum

538 - Elementary School Supervision

542 - Secondary School Curriculum

548 - Secondary School Supervision

560 - Foundations and Theory of Educational Administration

B. Fifteen semester hours of professional education as follows:

501 - Educational Research

506 - School Law

510 - Testing and Measurement

563 - Philosophy of Education

568 - Program Development and Evaluation

C. Three semester hours to be selected from:

573 - Internship in Instructional Supervision, or

574 - Practicum in Instructional Supervision

Education 533, 535, 543, 545 may be substituted for Education 573 or 574.

ELEMENTARY EDUCATION

Completion of a minimum of 33 semester hours of graduate credit to include:

A. Twenty-one semester hours as follows:

501 - Educational Research

509 - Human Relations in Educational Change or 513 - Interpersonal Communication

510 - Testing and Measurement

514 - Foundations of Reading Instruction

517 - Linguistics; Historical, Geographical and Structural

521 - Exceptional Children - Learning, Physical and Emotional Handicaps

532 - Elementary School Curriculum

B. Three semester hours from:

511 - Improvement of the Teaching of Elementary Language Arts and Social Studies

512 - Improvement of the Teaching of Elementary Mathematics and Science

C. Nine semester hours of electives in graduate education courses will meet the requirements of the master's degree.

D. In designing your program in elementary education to best suit your needs, some latitude in courses in possible.

E. All substitutions and electives must be approved by the Chairperson of the Education Department prior to enrolling in such courses.

SECONDARY EDUCATION

Completion of a minimum of 33 semester hours of graduate credit to include:

A. Eighteen semester hours as follows:

504 - Supervision of Student Teaching

514 - Foundations of Reading Instruction

517 - Linguistics

521 - Exceptional Children

542 - Secondary School Curriculum

564 - School-Community Relations

B. Three semester hours from:

501 - Educational Research

510 - Testing and Measurement

C. Three semester hours from:

509 - Human Relations in Educational Change

513 - Interpersonal Communication

D. Nine semester hours of electives in graduate education courses will meet the requirements of the master's degree.

E. In designing your program in secondary education to best suit your needs, some latitude in courses is possible.

F. All substitutions and electives must be approved by the Chairperson of the Education Department.

READING SPECIALIST CERTIFICATION

If Reading 514, 515, 516, and 518 are completed, the student will be certified as a Reading Specialist. Selective enrollment may be used in courses leading to Reading Specialist Certification.

M.Ed. COURSE DESCRIPTIONS

COMPUTER SCIENCE

595: EDUCATIONAL IMPLICATIONS OF MICROCOMPUTERS.....3 hours
A survey course in computers for the educator. The course deals with general information on computers, how they work, what they are used for, how they were developed, etc. A large portion of the course will be conducted in the microcomputer laboratory where students will learn to use educational software, word processing packages, and programs in BASIC.

ECONOMICS

544: ECONOMICS FOR TEACHERS.....3 hours
A study of basic economic concepts and methods of presenting these concepts.

545: ECONOMIC GAMES AND SIMULATIONS.....3 hours
A study of the use of games and simulations to provide an alternative to the classroom teacher in teaching economic concepts.

546: ECONOMICS IN THE ELEMENTARY CLASSROOM.....3 hours
An examination of the economic concepts applicable to the elementary curriculum. Special emphasis is given to pedagogical techniques in economics.

547: ECONOMICS IN THE SECONDARY CLASSROOM.....3 hours
An examination of the economic concepts applicable to secondary curriculum. Concepts are not limited to the social sciences, but studied in the context of all disciplines, with particular emphasis of pedagogical techniques.

EDUCATION

501: EDUCATION RESEARCH.....3 hours
The nature of scientific thinking, techniques of research design, planning and evaluation. Examination of

principal research methods, survey of significant research studies.

504: SUPERVISION OF STUDENT TEACHING.....3 hours
Principles and techniques of supervision; emphasis on evaluation procedures.

505: SCHOOL ADMINISTRATION.....3 hours
Duties and responsibilities of the elementary school and secondary school principal in areas of organization, leadership, administration, and supervision; principal's professional growth and his relationship to school, teachers, and patrons.

506: SCHOOL LAW.....3 hours
Local, state and federal statutory, constitutional and case laws, rulings and opinions affecting education; legal rights and responsibilities of school personnel.

507: SCHOOL PLANT AND FACILITIES.....3 hours
Buildings, grounds, and equipment and their significance to the educational program.

509: HUMAN RELATIONS IN EDUCATIONAL CHANGE.....3 hours
Love, empathy, humor, understanding, and sensitivity as they apply to administrator, teacher, non-professional, personnel, and student.

510: TESTING AND MEASUREMENTS.....3 hours
Theory, principles, and evaluation of various types of tests. Emphasis on both teacher-made and standardized tests.

511: IMPROVEMENT OF THE TEACHING OF ELEMENTARY LANGUAGE ARTS AND SOCIAL SCIENCES.....3 hours
Study of methods, literature, curricula, materials, and research in the teaching of language arts and social studies. Emphasis on innovation.

512: IMPROVEMENT OF THE TEACHING OF ELEMENTARY MATHEMATICS AND SCIENCE.....3 hours
Study of methods, literature, curricula, materials, and research in the teaching of mathematics and science. Emphasis on innovation.

513: INTERPERSONAL COMMUNICATION.....3 hours
Knowledge and skills of behavior generally applicable to face-to-face communication, one's own unique style of communication, group and organizational factors which affect that communication. Teacher-student, teacher-teacher, teacher-parent, and teacher-administrator situation are stressed.

521: EXCEPTIONAL CHILDREN- LEARNING, PHYSICAL AND EMOTIONAL HANDICAPS.....3 hours
Understanding and working with pupils with handicaps; legislation, history and development, current literature, identifying characteristics, and organizational and instructional patterns and strategies.

532: ELEMENTARY SCHOOL CURRICULUM.....3 hours
A study and evaluation of elementary school curriculum, theory, and design, including recent curriculum developments.

533: INTERNSHIP IN ELEMENTARY SCHOOL ADMINISTRATION.3 hours
Observation and participation in all facets of administration of an elementary school; conferences and observation of central office operations; seminars and supervision by college faculty. Normally taken by persons on leave or assigned by central office instructional division. (one semester)

534: CLINICAL SUPERVISION IN ELEMENTARY SCHOOL ADMINISTRATION (PRACTICUM).....3 hours
On-the-job training during one semester of the first year of service as principal or assistant principal of an elementary school; central office conferences and observations; seminars and supervision by college faculty.

535: CLINICAL SUPERVISION IN ELEMENTARY SCHOOL ADMINISTRATION (PRACTICUM).....3 hours
Supervised observation and experiences under the direction of an outstanding principal. Experience will encompass all facets of administering an elementary school, observing central office personnel and operations, and seminars and supervision by college faculty. Normally taken by persons with released time from a portion of the teaching day, usually one-half day. (one semester)

538: ELEMENTARY SCHOOL SUPERVISION.....3 hours
Principles, techniques, procedures, and instruments used in supervision of instructional and auxiliary services in the elementary school.

542: SECONDARY SCHOOL CURRICULUM.....3 hours
A study and evaluation of secondary school curriculum, theory, and design, including recent curriculum developments.

543: INTERNSHIP IN SECONDARY SCHOOL ADMINISTRATION...3 hours
Observation and participation in all facets of administration of a secondary school; conferences and observations with central office personnel; observation of central office operations; seminars and supervision by college faculty. Normally taken by persons on leave or assigned by central office instructional division. (one semester)

544: CLINICAL SUPERVISION IN SECONDARY SCHOOL ADMINISTRATION (PRACTICUM).....3 hours
On-the-job training during one semester of the first year of service as principal or assistant principal of a secondary school; central office conferences and observations; seminars and supervision by college faculty.

545: CLINICAL SUPERVISION IN SECONDARY SCHOOL ADMINISTRATION (PRACTICUM).....3 hours
Supervised observation and experiences under the direction of an outstanding principal. Experiences will encompass all facets of administering a secondary school, observing central office personnel and operations, and seminars and supervision by college faculty. Normally taken by persons with released time from a portion of the teaching day, usually one-half day. (one semester)

548: SECONDARY SCHOOL SUPERVISION.....3 hours
Principles, techniques, procedures, and instruments used in supervision of instructional and auxiliary services in the secondary school.

551: FOUNDATIONS OF NURSERY SCHOOL AND KINDERGARTEN EDUCATION.....3 hours
The development of pre-school education; growth and development characteristics of very young children; providing an environment for learning; and organizing and administering programs and services. (Prerequisite-approval by Chairperson, Department of Education)

552: METHODS AND CURRICULUM OF EARLY CHILDHOOD EDUCATION.....3 hours
The objectives of nursery school and kindergarten education; curricula and methods in language development, communication skills, science, social living, numbers, music,art,dramatic play,and other readiness experiences (Prerequisite--EDU 551)

553: PRACTICUM IN KINDERGARTEN EDUCATION.....3 hours
Supervised observation and teaching internship experiences in programs for kindergarten school children. (Prerequisites--EDU 551, 552)

554: PRACTICUM IN NURSERY SCHOOL EDUCATION.....3 hours
Supervised observation and teaching internship experiences in programs for nursery school children. Development of teaching competencies appropriate to instructional activities.

560: FOUNDATIONS AND THEORY OF EDUCATIONAL ADMINISTRATION.....3 hours
An examination of foundations and administrative theories and their application to educational administration in public school systems.

563: PHILOSOPHY OF EDUCATION.....3 hours
A study of the current philosophies of education, with attention and emphasis to their impact on solutions to problems in American education.

564: SCHOOL-COMMUNITY RELATIONS.....3 hours
A study of techniques and practices in building successful public relations programs. Emphasis will be placed on research and design of successful programs.

565: SCHOOL PERSONNEL ADMINISTRATION.....3 hours
A study of personnel theory and management and the interrelationship of the individual, the organization, and the educational process. A major purpose of the course is to conceptualize and practice key interpersonal leadership skills.

566: SCHOOL FINANCE.....3 hours
A survey of financial and business management in public education, with emphasis on the study of budgeting and accounting procedures and of state, local, and federal sources of revenue.

568: PROGRAM DEVELOPMENT AND EVALUATION.....3 hours
A comprehensive study of procedures and methods in securing information for the development, alteration, approval, and implementation of curriculum programs.

569: INTEGRATION OF COMPUTERS INTO THE CLASSROOM:...3 hours
An investigation into the Creative application of Technology in Education through the effective integration of computers into the K-12 curriculum.

573: INTERNSHIP IN INSTRUCTIONAL SUPERVISION.....3 hours
Observation and participation in all aspects of supervision in elementary and secondary school under the direction of outstanding supervisors. Experiences will encompass central office personnel and operations appropriate to supervisory activities, and seminars and supervision by college faculty. Normally taken by

persons on leave or assigned by central office instructional division. (one semester)

574: PRACTICUM IN INSTRUCTIONAL SUPERVISION.....3 hours
On-the-job training during one semester of the first year of service as a supervisor or released time for a portion of the teaching day, usually one-half day. Experiences will include observation and participation in all aspects of supervision in elementary and secondary schools; observing central office personnel and operations appropriate to supervisory activities; and seminars and supervision by college faculty. (one semester)

595: SELECTED TOPICS.....3 hours
A detailed study of an area in education not normally covered in regular education courses. On demand.

596A: AUDIOVISUALS IN EDUCATION.....3 hours
A study of the use of audiovisual equipment and the preparation of a variety of audio and visual materials for the classroom.

596F: RELIGION STUDIES IN PUBLIC EDUCATION.....3 hours
Comprehensive non-sectarian approach training for teachers and administrators. A study of a variety of ways religious studies can be legally presented in public education.

ENGLISH

501: SHAKESPEARE.....3 hours
A study in depth of selected plays. The arrangement is basically chronological; and examples of histories, comedies, and tragedies are included.

510: ADVANCED ENGLISH GRAMMAR AND COMPOSITION.....3 hours
A descriptive study of the structural logic and idiom of the English sentence and of the creation of precise functional composition.

517: LINGUISTICS-HISTORICAL GEOGRAPHICAL AND STRUCTURAL.....3 hours
An introduction to the scientific study of language; the nature of language structure; how languages are alike and how they differ.

520: LITERARY CRITICISM.....3 hours
A study of the background and development of modern literary criticism, with particular emphasis upon its development after Coleridge. The influence of literary theory, the various critical theories of this century,

and problems of practical criticism are the concerns of lectures, class discussions, and papers.

HEALTH & PHYSICAL EDUCATION

HEALTH

521: PERSONAL AND COMMUNITY HEALTH.....3 hours
An introduction to factors influencing and determining personal and community health with emphasis upon major health problems of adults and environmental health problems.

554: SCHOOL HEALTH.....3 hours
A study of the major health problems of elementary school children, including health screening, methods, materials and modern health resources.

555: DRUG EDUCATION.....3 hours
A study of the major health problems of elementary school children, including health screening, methods materials and modern health resources.

557: CONSUMER AND NUTRITION EDUCATION.....3 hours
A study of health services, products, and nutrition with emphasis upon methods and materials pertinent to health and physical education.

PHYSICAL EDUCATION

545: METHODS AND MATERIALS OF TEACHING HEALTH AND PHYSICAL EDUCATION IN THE SECONDARY SCHOOLS.....3 hours
A study of curriculum planning based upon grade characteristics and educational philosophy. Emphasis will be placed on teaching-learning strategies, selection and design of materials, and analytical analysis.

546: PRINCIPLES AND PROCEDURES OF WOMEN'S SPORTS.....3 hours
An examination of the history, values, and trends in extracurricular sports programs for girls and women. Emphasis will be placed upon anthropometric and physiological factors, physical conditioning, sports training, and psychological and sociological implications of girls' and women's sports.

547: TECHNIQUES OF COACHING FOOTBALL.....3 hours
A study is made of the basic offenses and defenses in current use. The student is to gain an insight into offensive strategy and to learn defensive strategy, how to attack certain defenses, and how to contain certain offensive formations. Other areas include utili-

zation of staff, practice organization, scouting techniques, and conditioning procedures.

548: TECHNIQUES OF COACHING BASEBALL.....3 hours
A study of the individual play of each position plus the techniques and fundamentals of baseball. Students will be given an insight into the rules of baseball, practice organization, field maintenance, and the correct method of scoring.

559: PHYSICAL EDUCATION FOR SPECIAL POPULATIONS.....3 hours
Designed to prepare the physical educator to select and conduct physical education activities for children with various handicaps. Attention will be given to adapting activities and remedial techniques.

MUSIC

595: LEVEL II, CERTIFICATION IN ORFF-SCHULWERK.....3 hours
Students will work with the instruments included in an Orff Instrumentarium with both improvised and composed material through teacher direction and homework assignments. Movement, speech and recorder techniques will be extended according to the objectives above and in accordance with the Level II guidelines issued by the American Orff-Schulwerk Association.

596: INTRODUCTION AND APPLICATION OF THE ORFF-KODALY APPROACH TO MUSIC EDUCATION.....3 hours
A study of the basic elements of music through participatory activities using music, speech, movement, children's games, and stories. Designed for the classroom teacher, music teacher, and other interested professionals.

POLITICAL SCIENCE

585: SEMINAR IN POLITICAL SCIENCE-AMERICAN POLITICAL THOUGHT .....3 hours
The examination of some basic themes in the development of American political thought: the nature and evolution of liberalism, the fusion of liberalism with capitalism, the subsequent rise of democracy and the struggle involved in the process of accommodation between democracy and capitalism-liberalism.

586: SEMINAR IN POLITICAL SCIENCE-POLITICAL PARTIES AND ELECTIONS.....3 hours
An examination of the political behavior of the American electorate - national, state, and local - and exploration of various theories which attempt to

explain why people vote as they do, why some candidates win and others lose and the implications of voting for the political regime.

PSYCHOLOGY

596: THE HYPERACTIVE CHILD.....3 hours
A survey of recent research on the etiology, diagnosis, and treatment of the hyperactive child. Emphasis is on behavioral therapy.

READING

514: FOUNDATIONS OF READING INSTRUCTION.....3 hours
A survey of principles and practices, methods and materials for devising, organizing, and implementing effective reading programs in all grades.

515: DIAGNOSIS AND CORRECTION OF READING DIFFICULTIES (Prerequisite- Reading 514).....3 hours
Causes of reading disabilities; observation and interview procedures; diagnostic instruments; standard and informal tests; report writing; materials and methods of instruction.

516: CLINICAL PRACTICUM IN READING.....3 hours
(Prerequisite- Reading 514 and 515)
Designed to be an integral part of Reading 515 in which students diagnose and treat reading disability cases under supervision. Course designed for three hours practicum in the morning (516) and two hours classwork in the afternoon (515). May be taken concurrently with Reading 515.

518: READING IN THE CONTENT AREAS.....3 hours
Techniques for teaching reading and demonstrated models of instructional procedures will be the basis of the course. In addition, this course is designed to help teachers develop strategies for working with students who need remediation in reading skills in specific content areas.

SOCIOLOGY

595: THE CHANGING FAMILY.....3 hours
A sociological analysis of marriage and family behavior within contemporary American society. Emphasis will be placed on changes occurring in the institution of marriage and family. The importance these changes have on

the classroom teacher and learning process of the student. Problems evident in learning setting--divorce, single parenthood, lack of motivation, etc.-- will be examined and solutions offered.

596: SEX EQUITY IN EDUCATION.....3 hours
The course is designed to promote sex equity in education and will include: historical perspectives of sexism, stereotypes in our society and schools, sex bias in language and educational materials, economics of sexism, legal context of Title IX, community awareness.

ADMINISTRATION

President.....Donald A. Webb
B.A., Ohio Wesleyan University; M.Div., Methodist Theological School; Ph.D., Drew University

Vice-President for Development.....John M. Womble
B.B.A., Hardin Simmons University, 1966; M.B.A., Hardin Simmons University, 1986.

Academic Dean.....Dorothy Bird Gwin
B.B.A., M.S.,East Texas State University; Ed.D., University of Kansas

Registrar.....

Director of Admissions and Financial Aid.....Mary Sue Rix

Business Manager and Comptroller.....Harold Bond

GRADUATE COUNCIL

Dorothy Bird Gwin, Ed.D.....Professor of Education and Psychology and Dean of College

Barrie Richardson, D.B.A.....Professor of Business and Economics and Dean of the School of Business

Austin Sartin, Ph.D.....Chairperson and Woolf Professor of Geology

.....Registrar

.....Chairperson of Education Department

.....Chairperson of Personnel and Economic Policy Committee

.....Chairperson of Educational Policy Committee

MASTER OF EDUCATION FACULTY

Dorothy Bird Gwin.....Professor of Education and Psychology and Dean of College, B.B.A.,1954, M.S., 1955, East Texas State University; Ed.D., University of Kansas, 1958. (1967)

Gaius N. Hardaway.....Visiting Professor of Education B.S., Centenary College, 1949; M.Ed., University of Arkansas, 1954; Ed.D., University of Mississippi, 1969.(1977)

Nancy P. Alexander.....Lecturer B.S., Centenary College, 1963; M.Ed., Northwestern State University, 1970 (1983)

Burnadine M. Anderson.....Lecturer B.A., Southern University, 1971; M.A., Ohio State University, 1972 (1984)

David Bedard .....Associate Professor of Physical Education and Chairperson of Department B.S., 1968, M.Ed., 1972, Northwestern State University; Ed.D., 1981, East Texas State University (1981)

Lewis Bettinger..... Professor of Psychology B.S., 1962, M.A., 1963, Ph.D., 1966, Ohio State University. (1972)

Harold Christensen.....Associate Professor of Economics B.A., 1971, M.S., 1975, Ed.D., 1979, Oklahoma State University. (1980)

Edith Elliot Duhon.....Lecturer B.M., 1962, Centenary College; M.M.Ed., 1969, Northwestern State University. (1982)

Donald Emler.....Associate Professor and Chairperson of the Department of Religion B.A., 1960, University of Missouri at Kansas City; M.Div.,1963, Garrett Theological Seminary; Ed.D., 1973, Indiana University. (1976)

James C. Farrar.....Associate Professor of Physical Education
B.S., 1953, Louisiana Tech University; M.S., 1961, University of Arkansas; Ed.D., 1975, Northwestern State University.(1977)

Ann Fowler.....Lecturer
B.A., 1964, Northwestern State University; M.S., 1967, East Texas State University. (1983)

James Edward Hamby.....Lecturer
B.A., LSU, 1968; M.B.A., Louisiana Tech University, 1978. (1985)

Lilyan Hanchey.....Lecturer
B.S., 1953, Louisiana Tech University; M.Ed., 1961, Ed.D., 1971 Louisiana State University. (1983)

Powell Layton.....Lecturer
B.S., Southwest Texas State College, 1947; M.S., Southwest Texas State College,1948; Ed.D.,North-East Louisiana University, 1978. (1978)

Victoria LeFevers.....Associate Professor of Health and P.E.
B.S.E., Southern State College, Ark.,1968,M.A., 1969, Ph.D., 1971, Texas Woman's University. (1982)

Antoinette Price.....Lecturer
B.S., Centenary College, 1950; M.Ed., Louisiana State University, 1953; Ed.D., Northwestern State University, 1979. (1980)

E. John Turner.....Lecturer
B.S., Centenary College, 1969. M.Ed.Northwestern State University,1974, M.A., Northwestern State University, 1979. Ed.D., Northwestern State University, 1980.

Charles E. Vetter.....Associate Professor of Sociology and Chairperson of the Sociology Department
B.A., Southwester
n University, 1961; M.A., 1965, Ph.D., 1975, North Texas State University. (1970-73; 1975)

Barbara Zimmerman.....Lecturer
B.S., Bowling Green State University,1954; M.S., Wayne State University,1963; Ph.D., Ohio University, 1968. (1980)

ACADEMIC CALENDAR 1989-1990

FALL SEMESTER, 1989

Registration.....August 16, 17

Class work begins.....August 28

Labor Day Holiday.....September 4

Last day for enrolling, adding courses or changing sections.....September 7

Last day for filing Intention to Graduate form and Permission to take Comprehensive Exams.....September 29

Fall Break begins.....5:00 p.m....October 18

Fall Break ends.....8:20 a.m....October 23

Mid-semester grades due.....Noon.....October 20

Last day for dropping courses or changing enrollment status.....Noon.....November 2

Thanksgiving recess begins.....3:00 p.m...November 22

Thanksgiving recess ends.....8:20 a.m...November 27

Preparation Week.....December 4-11

Class work ends.....December 8

Pre-registration.....December 12

Semester exams.....December 11-16

SPRING SEMESTER, 1989

Registration.....2:30-4:15 p.m. January 4-5
Mickle Hall Basement

Class work begins.....January 10

Last day for enrolling, adding course, or changing sessions.....January 19

Mardi Gras Holiday begins.....3:00 p.m...February 23

Mardi Gras Holiday ends.....8:20 a.m...March 1

Last day for filing Intention to Graduate form and
permission to take Comprehensive Exams.....February 9
Mid-semester grades due.....Noon.....March 2

Last day for dropping courses or
changing enrollment status.....March 15

Preparation Week.....April 23-27

Class work ends.....April 30

Baccalaureate & Commencement.....2:30 p.m.....May 5

Dorms close.....2:00 p.m.....May 9

SUMMER SEMESTER, 1990

Registration.....TBA

Four-week courses meeting 1 hr. 55 min. daily
1st Session.....June 12-July 9
2nd Session.....July 10-Aug. 3

Eight-week courses meeting 55 min. daily.....June 12-Aug. 3

Last day for filing Intention to Graduate form and
Permission to take Comprehensive Exams.....June 19
Independence Day Holiday.....July 4

Last day for enrolling, adding courses, or changing
enrollment status.....1st Session.....June 14
2nd Session.....July 12

Eight-week courses.....June 15

Last day for dropping courses or changing status
1st Session.....June 21
2nd Session.....July 19

Eight-week courses.....June 28

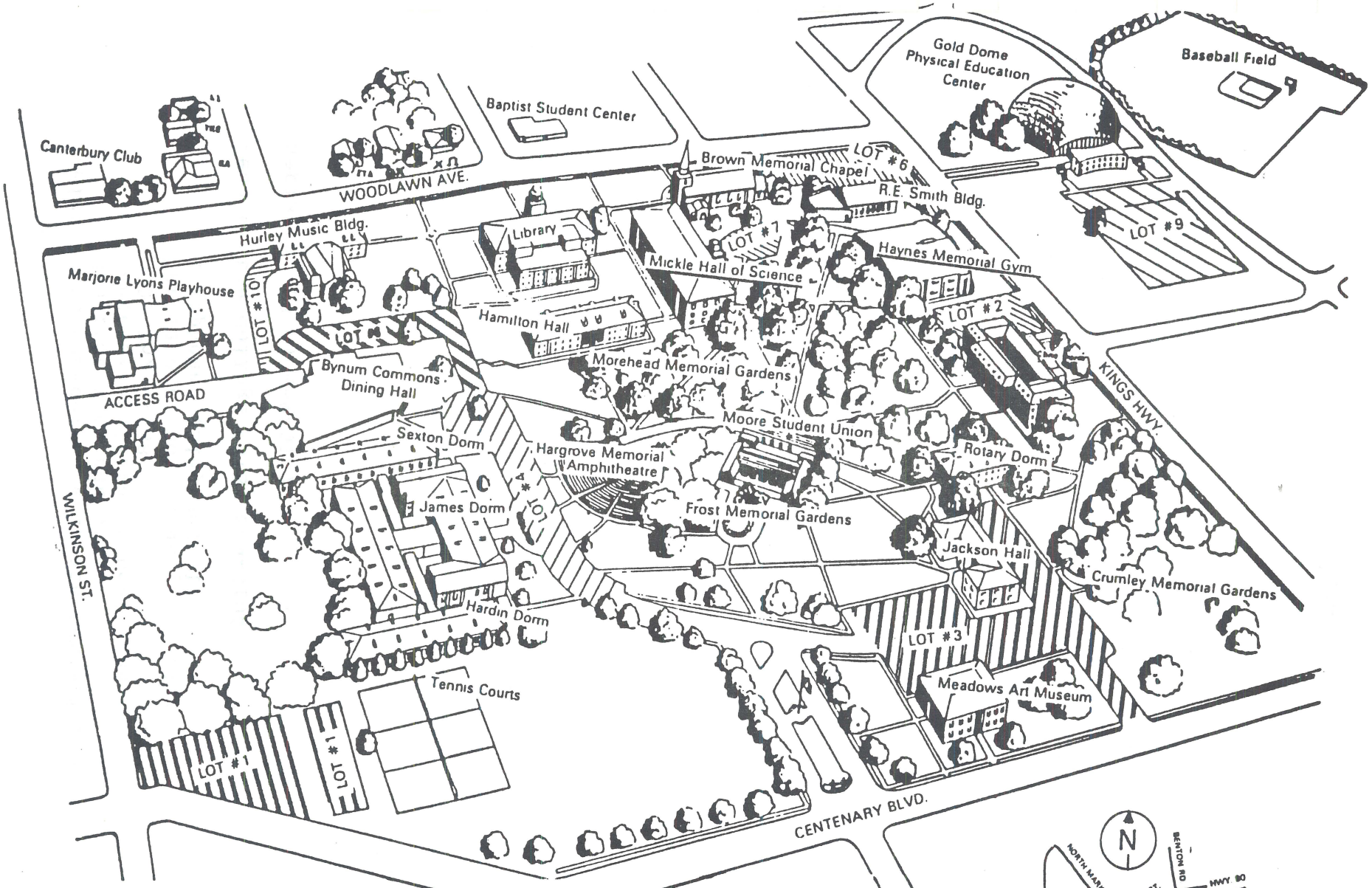
For additional information and application forms contact:

Admission to Master of Education Program --
Department of Education
Centenary College of Louisiana
P.O. Box 41188
Shreveport, Louisiana 71134-1188
Telephone: (318) 869-5223

Admission to non-degree graduate education --
Department of Education
Centenary College of Louisiana
P.O. Box 41188
Shreveport, Louisiana 71134-1188
Telephone: (318) 869-5115

Dean of the College (318) 869-5104

Registrar (318) 869-5147



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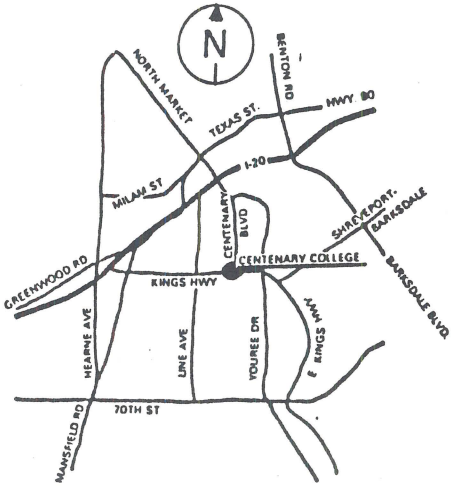

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